



## South Central Illinois Regional Planning Development Commission

120 Delmar Avenue / Suite A - Salem, Illinois 62881-2000

Phone: (618) 548-4234 Fax: (618) 548-4236 [www.scirpdc.com](http://www.scirpdc.com)

Serving the Illinois Counties of Clay, Effingham, Fayette, Jasper, and Marion since 1972

### MINUTES MONTHLY BUSINESS MEETING

Elks

Effingham, IL

TUESDAY, February 27, 2024

#### Commissioners Present

Barry Adair	Clay County
David Johnson	Clay County
Herb Henson	Clay County
Michael Gill	Clay County
Robert Bohnhoff	Effingham Co
David Campbell	Effingham Co
Larry Taylor	Effingham Co
Norbert Soltwedel	Effingham Co
Mike Brown	Effingham Co
Sasha Althoff	Effingham Co
Ricky Gottman	Fayette Co
Michael Kleinik	Fayette Co
Mack Payne	Fayette Co
Ben Bollman	Jasper County
Karen Booker	Jasper County
Angela Fehrenbacher	Jasper County
Mike Hall	Jasper County
Tom Brown	Jasper County
David Armbrust	Marion County
Derek Sherman	Marion County
Janie Grimes	Marion County
Gary Purcell	Marion County

#### Commissioners Absent

Mike Delonshaw	Clay County
Michael Stanford	Clay County
John Roberts	Fayette Co
Jessica Barker	Fayette Co
John Lotz	Fayette Co
RJ Lindemann	Jasper County
Debbie Smith	Marion County
Tony Smith	Marion County

#### Guests Present:

**Staff Present:** Luke Eastin, Executive Director  
Brooke Frederick, EDA Planner/Loan Portfolio Manager

Chairman Adair called the meeting to order at 6:57 p.m.

**ROLL CALL** (Taken by signature sheet – see the list of attendees and absentees above)

Twenty-two voting Commissioners attended and the Executive Director, constituting a legal quorum.

The Mission of the South Central Illinois Regional Planning & Development Commission is to  
Enhance Economic Development and Quality of Life for its Regional Citizens

✦ An Equal Opportunity Employer and Provider ✦

## **RECOGNITION OF GUESTS/HEARING OF THE PUBLIC**

Eastin announced that Soltwedded had brought a guest as he is looking at possibly resigning from the board.

## **APPROVAL OF MINUTES**

### **November 28th, 2023 Monthly Meeting**

Eastin asked if there was any discussion or changes concerning the November 28, 2023 Minutes. Adair entertained a motion made by Gottman to approve the Minutes as amended. A second was made by T. Brown. *(Approved)*

## **BILLS & COMMUNICATIONS**

### **Upcoming Grant Deadlines & Submissions**

CDBGs were submitted in January with another anticipated round in September. LSLIs are due in March.

## **TREASURER'S REPORT**

### **Treasurer's Report from November 16, 2023, through December 15, 2023**

Eastin noted an expense for \$27,459.90 to the IRS that had to be sent back from the Employee Retention Credit.

Adair entertained a motion made by Gottman to approve the December Treasurer's Report. A second was made by Kleinik. *(Approved)*

### **Treasurer's Report from December 16, 2023 through January 15, 2024**

Eastin noted there wasn't much to report. This time frame included CDBG season and the hiring of a new employee.

Adair entertained a motion made by M. Brown to approve the January Treasurer's Report. A second was made by Taylor. *(Approved)*

### **Treasurer's Report from January 16, 2024 through February 15, 2024**

Eastin noted a partial payment to Susan Lyons, CPA of \$7,800.00 for completing the audit. The only finding was that the bookkeeper doesn't have a certain certification which is included every year.

Page 18 shows the Business Now Account with \$547,863.12.

Page 19 reflects \$3,341.67 in the TIX RLF, \$185,096.91 in the TIX Savings, and \$68,864.85 in the RBI/CDI Account.

Year-to-date revenues are \$44,703.14 with expenses reported at \$41,684.24.

Eastin reported that the CD at Ste. Marie bank was moved over. Balance of all are \$515,111.59.

Adair entertained a motion made by Kleinik to approve the February Treasurer's Report. A second was made by Hall. *(Approved)*

## **STAFF REPORT**

**11/16/2023 – 2/15/2024**

A CFG is being submitted on behalf of Newton as well as one awarded for Ramsey. There are currently two contracts for the Energy Transition Community Grant. Under Grants in Progress, three CDBGs were submitted. All three OSLADs that had been submitted were awarded. The CDBG with Wamac is closing out soon. There are currently five LSLI grants. The Solid Waste Plan has been completed and is now available.

## **COMMITTEE REPORT**

**No Committee Meetings.**

## **New Business**

### **New SCIRPDC Employee-Katy Miller**

Eastin reported that a new employee had been hired at the beginning of January.

### **SCIRPDC 101-Refresher Course**

There will be a refresher course set up soon for those interested in getting a better idea of what services SCIRPDC offers.

### **Employee Retention Tax Credit (ERTC) Updated**

Eastin reported that SCIRPDC was given \$216,000 in an ERTC. A company was paid to help in obtaining the credit. Letters have since been sent out by the IRS requesting the money be sent back. So far, \$27,459.90 was given back at the advisement of SCIRPDC's auditor and an additional tax expert. The company that assisted with obtaining the funding has set the commission up with a law firm that is fighting the issue currently. Eastin asked if the board would like to see the funds moved into a separate account. All agreed to keep it where it is for now.

### **EDA RLF Title IX RLF Defederalization & EDA RLF Plan Update**

The EDA Title IX funds have officially been defederalized allowing the commission to spend the money in any way that promotes economic development. SCIRPDC made the decision to continue using it as a loan fund for small businesses. A committee meeting will be called in the coming months to reevaluate the loan policy.

## **OLD BUSINESS**

### **FY-2023 Audit Update**

The audit was finalized the day prior to February's board meeting. A vote will take place next month to approve it.

## **ADJOURNMENT**

Eastin asked if anyone had anything to comment on or questions regarding the agenda. There being none, Adair entertained a motion by M. Brown to adjourn the February board meeting at 7:32 p.m. A second was made by Althoff. *(Approved)*

**APPROVED THIS, THE 26<sup>th</sup> DAY OF March 2024 AD.**

---

Jessica Barker, Corp. Secretary  
SCIRPDC

---

Barry Adair, Chairman  
SCIRPDC